

CaringWorks Supportive Services (CWSS) Job Classification

Effective Date:

May 1, 2012

Revised: August 7, 2013

JOB CLASS TITLE:

Addiction Counselor (ASL)

BASIC FUNCTIONS AND RESPONSIBILITIES:

The Addiction Counselor will be responsible for providing substance abuse treatment services. Must be fluent in American Sign Language (ASL). The specific duties will include:

1. Contributes to the overall effectiveness of the CaringWorks Supportive Services Program.
2. Complete comprehensive behavioral assessments, work with client and case manager to write treatment plans that include and reflect full client involvement.
3. Utilize evidence-based interventions including motivational interviewing, cognitive behavioral strategies, relapse prevention planning, and recovery skills development
4. Provide psycho-education on issues related to addiction and mental illness for clients, and families as needed to facilitate.
5. Evaluate the individual and family systems as well as assess client's functioning within work, family and routines of daily living and identifies areas needing continued support, resources and treatment in order to assist clients.
6. Vigorously maintain timely and accurate documentation.
7. Develop, implement, and maintain partnerships with other community providers.
8. Provide follow-up and aftercare planning services as needed. Provide emergency services during work hours and after hours as assigned.
9. Attend staff meetings, supervisory conferences, and other activities, which ensure the smooth functioning of clinical operations.
10. Other duties as assigned. All services shall be provided in accordance with the established licensing and accreditation standards governing the agency as well as within the scope of practice of the individual.

SUPERVISION:

The Program Director supervises this position. Additional clinical supervision is provided by the Clinical Director.

QUALIFICATIONS:

1. An undergraduate degree in Clinical Social Work, Counseling or related field from an accredited school required. Master's degree in said fields preferred.
2. A current Georgia License or Certification. Acceptable licenses are: LCSW, LMFT, LPC, or CACII. Must maintain a professional license and stay current (not revoked, suspended, or lapsed), valid and unrestricted.

3. A minimum of (3) years addictive disease experience is required. Experience working with homeless and/or offender population(s) helpful.
4. Fluent in American Sign Language (ASL). RID certification preferred.
5. Must be willing to work some evenings and weekends as needed.
6. Knowledge of laws governing the rights of Deaf and Hard of Hearing individuals including ADA a plus.
7. Effective verbal and written communication skills.
8. Strong team/consensus building skills.
9. Ability to use holistic, client-centered approach to treating behavioral health disorders.
10. Ability to effectively resolve conflict and cope with crisis situations.
11. Strong and timely documentation and assessment skills. Familiarity with ETO database software and/or Medicaid billing protocols preferred.